

Cylch Meithrin Corris Committee Annual General Meeting

10th October 2023

19:00

Agenda

1. Welcome and apologies
2. Matters arising from previous minutes
3. New committee
4. Finances
5. Child recruitment and bank staff
6. Fundraising
7. Safeguarding
8. Any other business
- 9.

1. Present - Howard Bevington (Responsible Individual/Treasurer), Hannah Jones (Cylch Leader), Laura Bratley (Secretary), Harriet (Parent).

Apologies - Alex Jones (Chair), Haf Jones (Cylch Staff).

2. Matters arising from previous minutes – Cylch staff had agreed to undertake work previously done by members of the committee. The new committee understand their responsibilities and are fulfilling their roles. Cylch staff now feel they can contact the new committee members for support and advice.

3. New committee – Howard discussed his role as Responsible Individual and Treasurer. He has been in the role for 6 months following the resignation of the previous Responsible Individual /Treasurer. His role is to represent the Cylch with Care Inspectorate Wales, the Charity Commission and other relevant organisations. He is responsible for dealing with the legal and HR aspects of running the Cylch.

Laura discussed her role as Secretary – She has been in this role for approx. 14 months providing administration support for the Cylch and its staff. She also assists with fundraising when necessary.

Hannah discussed her role as Cylch Leader – She has begun implementing the new curriculum which is fully child led. This involves focusing on the children's play, lots of outside play and trips out. Links have been made with other organisations such as the Centre for Alternative Technology and Cylch are planning monthly trips there. Plans are underway to create a Cylch forest school and for the outside space to be improved. The number of children attending has increased greatly from this time last year and Hannah is continually looking for ways to improve the service e.g. the recent parents questionnaire. Hannah expressed that the last couple of year have been difficult but she is now looking forward to the future. She now feels appreciated and supported by the new committee.

4. Finances – Howard explained the Cylch's income comes from Local Authority funding based on the number of eligible children attending the Cylch, fundraising and grants.

Staff salaries are the Cylch's largest expenditure, other outgoings are utilities, accountant fees and waste removal. The fees do not cover the Cylch's expenditure at present therefore, it is essential that the Cylch look to enrol as many children as possible.

5. Child recruitment and bank staff – The Cylch now has 2 bank staff (Ceri Sheppard) and a Level 3 Child Care student due to start before the New Year. Historically the Autumn term has the lowest number of children enrolled, this year the Cylch has 9/10 children due to start before Christmas and only 2 leaving (due to the family relocating).

Hannah is researching routes to undertaking a Forest Leader course with the aim of increasing the appeal of the Cylch.

Howard discussed how word of mouth seems to be the best advertisement of the Cylch e.g. at toddler groups etc. Harriet confirmed this, as it was through word of mouth recommendations that encouraged her to try the Cylch.

6. Fundraising - Discussed funding ideas such as Christmas cards (This has been tried in the past without success).

Cylch staff are currently organising the Christmas raffle, many local business have already donated prizes.

Hannah has booked a stall at the School Christmas fair 24/11/23 and will be selling jam and chutneys made by the children.

Discussed the possibility of organising a fun day (Duck race, stalls, car boot etc.) in spring/summer 2024.

7. Safeguarding – No safeguarding concerns.

8. Any other business – No other business.

CYLCH MEITHRIN CORRIS

SURPLUS AND DEFICIT ACCOUNT TO 31 MARCH 2023

INCOME

Fees	3462.00
Gwynedd Council grants	8994.61
Muddiad grants	2926.81
Donations (+cash?)	1125.05
Fundraising events (five included)	1438.76
Deposit account interest (plus Apr-Aug)	10.23
Miscellaneous (raffle etc)	107.30

TOTAL INCOME	18064.76

EXPENSES

Wages	15826.82
Pension	179.02
Resources	701.58
Maintenance	162.90
Training	38.40
Accountancy	456.00
Bank charges	68.98
Waste collection	31.20
Registration Muddiad	155.00
ICO	35.00

Powys council	112.00	
Miscellaneous	427.29	
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TOTAL DEFICIT FOR THE YEAR		(299.46)